

Norman Forward
Ruby Grant Park
Ad Hoc Advisory Group
August 30, 2018

The Norman Forward Ruby Grant Park Ad Hoc Advisory Group of the City of Norman, Cleveland County, State of Oklahoma, met in the Conference Room on the 30th day of August, 2018 at 3:30 p.m. and notice and agenda of the meeting were posted at 201 West Gray Street, 48 hours prior to the beginning of the meeting.

ITEM 1, being:

WELCOME AND INTRODUCTIONS

Jud Foster thanked the members of the Ad Hoc committee for stepping forward and helping with the process and thanked those in attendance to hear the presentation.

James Chappell, Chairman began the introductions and requested each member of the Ad Hoc committee introduce themselves to include: Dennis Brigham, Stephanie McGinnis, and Kyle Power, and Ex Officio Susan Favors, representing the Park Board. Chairman Chappell said TD O'Hara, who is also a committee member, and MacKenzie Britt, Ex Officio representing the Citizens Financial Oversight Board (CFOB), could not make today's meeting.

ITEM 2, being:

OVERVIEW OF COMMITTEE CHARGE

Jud Foster, Director of Parks and Recreation, outlined the Charge of the Committee which is primarily helping with recommendations regarding location, conceptual design, final design, helping with public meetings and reporting on the progress of the construction. He said the Ruby Grant Park Plan was adopted by Council approximately 10 years ago and will likely be a three-phase project. Mr. Foster said the first phase will be a six (6) to nine (9) months process. He said the Committee's role is to review the park plan reflecting first priority items and obtain public comments and feedback. Mr. Foster said there will be several meetings throughout the Ruby Grant Park process to review progress and obtain public comments. He said once the Ruby Grant Park is open, this committee's work will be done.

ITEM 3, being:

ORGANIZATIONAL AND GOVERNANCE ITEMS

Kathryn Walker, Assistant City Attorney, addressed governance items regarding quorum and attendance per City Code. She said the committee is urged to attend all meetings. A quorum is the whole number equal to or exceeding the simple majority of those individuals authorized or three (3). Voting is the majority of those in attendance. If you are absent from three (3) consecutive meetings then you are subject to removal. The group is an advisory committee which means recommendations go to City Council. City Council will be the final decision maker on the recommendations. Roberts Rules of Order will be in effect for the meetings. All meetings are public meetings and are subject to the Open Meetings Act and are required to be posted. Minutes will be recorded as summary minutes and will be brought back to the next meeting for approval. She covered requirements of the Open Meetings Act and also the Open Records Act.

A member of the Citizens Financial Oversight Board (CFOB), and a member of the Parks Board will be Ex-Officio members of this Committee. MacKenzie Britt is the Ex-Officio member representing Citizens Financial Oversight Board (CFOB) and Susan Favors will be the Ex-Officio member representing the Board of Parks Commission.

Ms. Walker highlighted the City of Norman Ethics Policy and distributed forms to the Committee. She asked the Committee members to sign, date and give them back to Staff for filing.

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ITEM 4, being:

DISCUSSION WITH DESIGN CONSULTANTS ON DESIGN PROJECTS AND PROJECT TIMELINE

Joe Howell with Howell & Vancuren Inc. provided a brief overview of Ruby Grant Park Master Plan. He said the boundaries for the park are (east to west) Interstate 35 to 36th Avenue NW and (north to south) Franklin Road to Boardwalk Avenue. Mr. Howell said that some of the area is flat and some of the area is very densely packed with trees. He said there are many native plants, a couple of ponds – one pond may be moved, and wetlands located in the area. Mr. Howell said there are plans to construct a memorial on or near the Ruby Grant home site.

Mr. Howell said public input, comments, and priorities were gathered by sending out approximately 2,000 mail outs and conducting web surveys. He said the top emphasis were shade trees, restrooms, handicap access, pavilion for picnics, children's playgrounds, paved walking jogging path(s), and preservation of the natural resources. Mr. Howell said other important elements gathered from surveys and public meetings included: the public supported development of Ruby Grant Park into a primarily passive use area; the public also supported conversation and preservation; lighted sports fields are not desired at Ruby Grant Park; play areas for children with an emphasis on provision for physically challenged; restroom, and tree planting.

Mr. Howell distributed the Ruby Grant Park Master Plan with preliminary Phase One elements and highlighted the following elements beginning at the north west to south west side of the park then working from the north east side to the south east side of the park:

North West to South West Area Elements

North Central Parking Area (60 parking spaces)
Northwest Parking Area
Composting Restroom
Open Field Practice Area
Existing Pond that may be removed
Cross Country Track (2K/3K)
Open Field Play – Green Space
Splash Pad
Restrooms
Southwest Picnic Shelters
Southwest Parking (North – 60 spaces)
Children's Playground
Picnic Pavilion
Southwest Parking (South)
Community Center
Hard Surface Multi-Purpose Trail
Remove Existing Pond

North East to South East Area Elements

North East Parking Area
Ruby Grant Memorial and Restrooms
Ruby Grant Memorial Shelter
Legacy Trail Connection
Picnic Area
Reconstructed Pond
Sound Buffering/Berming
Amphitheater
Restrooms
Picnic Area
Park/City Monument
Display Gardens & Sculpture Area
Wildflower & Native Grasses Meadow
Skate Park
Restrooms
Dog Park
Southeast Parking Area (40 spaces)
Disk Golf
Maintenance Area

Mr. Howell said Phase One has approximately a \$6 million dollar budget. He said the multi-purpose trails are three (3) miles, 10 foot wide concrete path for bikes and joggers. The frontage sign to be placed along the east side of the park, parallel to Interstate 35, could also include landscaping art. Mr. Howell said disk golf could be constructed since there is a lot of topography.

Jud Foster, Director of Parks and Recreation, said the handicapped accessibility component will be one of the crown jewels of Ruby Grant Park stating private funds could be raised to purchase handicapped accessible playground equipment. Mr. Howell said lighting in the Dog Park is not a part of the plan right but will be needed at some point, whether in Phase One, Phase Two or Phase Three.

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Mr. Foster asked if anyone had any comments. Chairman Chappel asked whether citizens would use the southwest parking lot to get to the disk golf area and Mr. Howell said yes. Chairman Chappel asked the timeline for Phase One. Mr. Howell said the design phase would be approximately 4-6 months and the construction would be completed in 18 months. Chairman Chappel asked whether a waterfall could be designed/constructed in the dam area and Mr. Howell said the stream does not run all the time, i.e., only when it rains. Mr. Howell said a boardwalk could be constructed in order to not disturb the beaver population in the area.

Member McGinnis asked how many phases are in the Ruby Grant Park Master Plan and Mr. Foster said he would like to think it could be done in two phases, but more than likely will take three phases to complete. Ex-Officio Favors asked when the fundraising company regarding the handicap accessible playground equipment will be contacted and Mr. Foster said in the very near future. He said he will contact them and request they come speak at a future meeting.

ITEM 5 being:

POTENTIAL DATE/TIME PREFERENCES FOR FUTURE MEETINGS

Jud Foster, Director of Parks and Recreation, asked the Committee what day and time of the week would be best for future meetings. The Committee discussed and felt any day rather than Monday and/or Friday would be good and a 3:30 p.m. to 4:00 p.m. time would work as well. Mr. Foster said he would reach out to those who did not make today's meeting and get their input. He said he would contact the Committee via email regarding the next scheduled meeting.

ITEM 6 being:

MISCELLANEOUS DISCUSSION

Member McGinnis said there is \$75,000 option funding through the Certified Healthy Community Grant that will be available next year if the City of Norman can qualify.

ITEM 7 being:

ADJOURNMENT

Chairman Chappell made the motion and Member Brigham seconded to adjourn the meeting. The vote was taken with the following results:

YEAH: Chairman Chappell and Members Brigham, McGinnis, Power, and Ex-Officio Favors

NAY: None

Passed and approved this _____ of _____ 2018.

James Chappell, Chairperson